

Vermont State Workforce Development Board

Operating Committee Meeting Minutes

October 28, 2016

I. Call to order

Chair Frank Cioffi called to order the Special Meeting of the Vermont State Workforce Development Board Operating Committee at 2:08 pm on October 28, 2016 at 5 Green Mountain Drive, Montpelier, VT 05601-0488.

II. Roll call

- a) The following members were present by phone and constituted a quorum of the Operating Committee: Frank Cioffi, Eileen Illuzzi (left the meeting at 2:25 pm), Jen Kimmich, Lucy Leriche, Dick Marron, Laurie Gunn, Diane Dalmasse (designee of Hal Cohen), Greg Maguire (left the meeting at 2:40 pm), Tricia Coates (designee of Jeb Spaulding), and Janette Bombardier.
- b) The following staff to the SWDB were present:
 - i. Vermont Department of Labor: Michele Kupersmith and Jason Boss (at 5 Green Mountain Drive); and Abby Shepard (in Frank Cioffi's office participating by phone).
 - ii. Greater Burlington Industrial Corporation: Seth Bowden, (in Frank Cioffi's office participating by phone).

III. New business

- a) The meeting was called to discuss the two bids received on October 24, 2016 in response to the RFP for One-Stop Operator and Adult and Dislocated Worker Services. The two bidders were: Ross IES, and the Vermont Department of Labor.

A motion to enter into Executive Session pursuant to 1 VSA § 313 was made by Eileen Illuzzi and seconded by Greg Maguire, as the discussion would involve confidential information and premature general public knowledge that would clearly place the public body or a person involved at a substantial disadvantage. The roll was taken:

Yes: Frank Cioffi, Eileen Illuzzi, Jen Kimmich, Lucy Leriche, Dick Marron, Laurie Gunn, Diane Dalmasse (designee of Hal Cohen), Greg Maguire, Jeb Spaulding, and Janette Bombardier

No: None

- b) The Committee went into Executive Session at 2:10 pm; the Committee came out of Executive Session at 2:50 pm.

IV. Votes

There were no votes taken.

V. Next meeting

State Workforce Development Board Operating Committee Special Meeting, November 1, 2016. The previously scheduled meeting of the full Board on that date and time was cancelled.

VI. Adjournment

The State Workforce Development Board Operating Committee adjourned at 2:50 pm.

Minutes submitted by: Michele Kupersmith

Minutes approved by: